

Water Commission Minutes
11/01/2021

Members Present in person: Jay Furr, June Heston
Members by Zoom: Bard Hill, David Sander,
Absent: Fran Huntoon

Staff Present in person: Josh Arneson, Town Manager
Staff Present by Zoom: Kathy Daub-Stearns, Admin. Assist.; Kendall Chamberlain, Water & Sewer Superintendent; Linda Parent, Town Clerk

Others Present in person: Christine Werneke, and the meeting was recorded for MMCTV Channel 15

Others Present by Zoom: Rod West, Virginia Clarke,

Called to Order: 6:00 PM

1. Welcome by David

Public Comment- none

2. Additions or Deletions to the Agenda- none

3. Items for Presentation or Discussion with those present

a. Update on applicant for the customer seat on the Water and Sewer Commission

David reported:

- that Greg Tucker has submitted a letter of interest and is a customer. This appointment would fill June's seat and is a Selectboard action item on tonight's agenda. Greg Tucker's application is available in the packet for the meeting online.
- that David noted Greg Tucker was not available for discussion at the Water Sewer Commission meeting. The members were hoping he would be at the Selectboard meeting to have a discussion prior to his appointment.

b. Discussion of Gateway Sewer Expansion Project

1) Review of email from attorney Brian Hehir regarding Riverview Commons Mobile Home Park

2)

Josh reported:

- that a letter from Brian Hehir, Peter Brown's attorney, was received. The letter states the mobile home park owner is not currently interested in having sewer brought to the park at this time.

Discussion included:

- that according to Attorney Hehir's letter ARPA funds could not be used but advice from others has been that they could be used and there may be other sources for money as well.
- that two other businesses beyond the mobile home park were interested
- that the system at the mobile home park was not failing
- that Bard said we are looking for an expansion vote that gives the ability but not the obligation to expand.

- that Jay said asking for a list of the voters was a little troubling, but that Peter Brown was entitled to have it. Josh said Linda has provided him that information since it is public record.

3) Discussion of vote to expand the water and sewer district

Josh reported:

- that the official paperwork for the vote was reviewed and it was the Selectboard's duty to approve it
- that only people who showed up at the meeting would be eligible to vote whether it was a voice or paper vote

Discussion included:

- that June said the resolution was reflective of the ordinance but wondered if putting the information in the notice would bar the Town from using grant money, Josh did not think it would preclude the use of grant money. Bard asked if someone would be able to say grant money could not be used, even if the practice has been to use it, Josh said the attorney knows we are looking for other funding. June thought there should be a change in the ordinance to ensure the ability to use grant money. Kendall said the wording was in the Ordinance and by Town Charter, Bard said changing the Town Charter would mean approval by the state legislature, Josh thought the Charter would not preclude us from using grant money but would ask the Town attorney.
- the Commission agreed to moving the paperwork on to the Selectboard

4) Review of timeline for Phase 1 from expansion vote to construction

Josh reported:

- that if the expansion passes and the bond vote is done Steve Palmer said there it would be the fall/winter of 2022 for Phase 1 with construction in 2023 and if all three phases were to be done it could bump the timeline out by another year. In addition, to provide service other areas more engineering would be necessary.

Discussion included:

- that Bard said discussions on Phase 1 with the Reaps have been going on for almost five (5) years. He wondered how to balance our commitment to Phase 1 vs what may be expanded beyond that
- June said Phase 2 goes to Mobile station, she asked how adding Phase 2 would change the timeline. Josh said beyond Phase 1 there was more wetlands that would need permitting so would add time. Kendall agreed saying there would be ACT 250 work also. June thought having all 3 Phases looked at would make sense. David thought it would make sense to do them all at the same time and streamline the process. Bard asked if Phase 1 could be done in a timely fashion or should there be permits for all the phases before starting Phase 1.
- that Kendall suggested having the vote then deciding
- that Rod West thought thinking Phase 1 plus- the Reap's through Doggie Day Care to avoid wetlands, then have Green Mountain Engineering provide additional information.
- that Virginia Clarke said the Mobile station already had a wetlands permit for the station the included drilling under the highway. She thought the permit might need to be amended to do what the Town plans. The Planning Commission is requiring some amendments to their plan and hoped the amendments would be before the

Commission soon. June thought it would be good to have the engineers break the timeframes out. David agreed

c. Review of FY22 first quarter financial reports

Josh reported:

- that the documents being reviewed were available online
- that there was a payroll worksheet included to show where things stand at this time
- that there is only .56¢ delinquent. He thanked Connie and Kendall for all the work that went into changing the delinquency policy that enabled the low delinquent balance.

Discussion included:

- that June asked a question about the budget status report having a negative number in the Water Fund. Josh said he did not know how it tied in but thought it could be related to the salary line. June thought that made sense but was not sure what the percentage was. Bard asked how the 70-30 split was determined, Kendall said it was done by how much time was spent in each department, June asked if any time studies were being done during the compensation study, Josh said no, Kendall said the time study looked at several years when it was done. At year end it will get adjusted to reflect the split and be more balanced. June did not know why it was not done in reverse. Bard thought this could be more important after any expansion and should be looked at again then.

d. Superintendent's Report

Kendall reported:

- that the furnace repair was completed
- that the Whistle Stop grocery plans were being reviewed
- that some repairs are being done on Bridge Street
- that the hydrant tests were completed
- that rain did not cause any problems at the facility

Discussion included:

- Rod asked about the Whistle Stop Grocery plans, Kendall said the plans are being reviewed. Josh said they are still working through DRB process. Rod West asked if this was for the same tenant and would just be more square footage, June added and hopefully more parking, Jay said the parking lot was larger.

4. Approval of Minutes, Warrants and Purchase Orders

Jay moved to approve the Minutes of 10/18/21; June seconded. Roll Call Vote: Bard, June, Jay, and David voted affirmatively. Motion passed.

Purchase Orders- none

Warrants

June moved to approve the warrant as presented; Jay seconded. Roll Call Vote: Bard, June, Jay, and David voted affirmatively. Motion passed.

Josh will send warrant out by DocuSign for signatures.

5. Discuss Items for Next Agenda and Adjourn

The next meeting will be Monday, Nov. 8 at 6PM to review the presentation for a vote expansion

Resolution update

Adjourn

June moved to adjourn; Jay seconded. Roll Call Vote: Bard, June, Jay, and David, voted affirmatively. Motion passed. Meeting adjourned at 6:52 PM.